

*City of York Board of Architectural Review*  
*Minutes*  
*December 2, 2019*

Members present:

Chairperson Beth Bailey  
Linda Lowman  
Diane Hanlon  
Gary Stewart  
A. Lee McLin  
Gene Gaulin  
Quinn Witte

Members absent:

Others present:

Planning Director Breakfield  
Cynthia Bradford  
Richard Morris  
Ken Rodgers

Chairperson Beth Bailey called the meeting to order at 6:34 p.m.

**The first item of business** was approval of the draft Minutes from the November 4, 2019 meeting. Upon a Motion by Gene Gaulin, seconded by Gary Stewart, the Board unanimously approved the Minutes as submitted.

**The second item of business** was consideration of a certificate of appropriateness (COA) application to install awnings at 1 South Congress Street as well as 2 and 4 East Liberty Street.

Planning Director Breakfield reminded the Board of requirements from the Historical District Construction Design Standards (HDCDS).

Per the evaluation process detailed in the HDCDS, the Board made the following findings of facts regarding the proposal:

1. The subject property is historic and located in a largely-intact, historically, architecturally, and culturally-significant area.
2. The subject certificate of appropriateness application complied with the HDCDS.

After discussion and upon a Motion by Gary Stewart, seconded by A. Lee McLin, the Board unanimously approved the application as submitted.

**The third item of business** was consideration of a COA application for a porch enclosure and renovations at 11 Smith Street.

Planning Director Breakfield reminded the Board of requirements from the Historical District Construction Design Standards (HDCDS).

Per the evaluation process detailed in the HDCDS, the Board made the following findings of facts regarding the proposal:

1. The subject property is historic and located in a largely-intact, historically, architecturally, and culturally-significant area.
2. The subject certificate of appropriateness application conditionally complied with the HDCDS.

After discussion and upon a Motion by Gene Gaulin, seconded by Linda Lowman, the Board unanimously conditionally approved the application based on the following:

- Reuse of existing 6 over 6 window; and
- Shutters to match existing.

**The fourth item of business** was consideration of a COA application for a storage building at 121 North Congress Street.

Planning Director Breakfield reminded the Board of requirements from the Historical District Construction Design Standards (HDCDS).

Per the evaluation process detailed in the HDCDS, the Board made the following findings of facts regarding the proposal:

1. The subject property is historic and located in a largely-intact, historically, architecturally, and culturally-significant area.
2. The subject certificate of appropriateness application conditionally complied with the HDCDS.

After discussion and upon a Motion by Beth Bailey, seconded by Quinn Witte, the Board unanimously conditionally approved the application based on the following:

- Horizontal siding [wood or hardiplank];
- Simple design [rectangular doors and windows]; and
- No gable window [needs ventilation].

**The fifth item of business** was consideration of a COA application from Downtown Music & More for a deck addition at 71 North Congress Street.

Planning Director Breakfield reminded the Board of requirements from the Historical District Construction Design Standards (HDCDS).

The Board noted that the project had been completed without COA approval but that the overall project appearance was generally acceptable; however, the Board indicated that the vertical exterior profiles of the deck should be painted a color that matches a primary color of the existing building.

Since the applicant was not present, the Board, by affirmation, deferred action on the application and requested that Planning Director Breakfield meet with the applicants to discuss the concerns

of the Board and also request that the applicant be present at the next Board meeting to discuss the project.

**The sixth item of business** was consideration of a COA application from Duke Energy for renovations at 107 East Liberty Street.

Planning Director Breakfield reminded the Board of requirements from the Historical District Construction Design Standards (HDCDS).

Per the evaluation process detailed in the HDCDS, the Board made the following findings of facts regarding the proposal:

1. The subject property is historic and located in a largely-intact, historically, architecturally, and culturally-significant area.
2. The subject certificate of appropriateness application conditionally complied with the HDCDS.

After discussion and upon a Motion by Linda Lowman, seconded by Gary Stewart, the Board unanimously conditionally approved the application based on screening being added to block view of the generator.

**The seventh item of business** was consideration of a COA application for renovations at 210 Kings Mountain Street.

Planning Director Breakfield reminded the Board of requirements from the Historical District Construction Design Standards (HDCDS).

Per the evaluation process detailed in the HDCDS, the Board made the following findings of facts regarding the proposal:

1. The subject property is historic and located in a largely-intact, historically, architecturally, and culturally-significant area.
2. The subject certificate of appropriateness application complied with the HDCDS.

After discussion and upon a Motion by Gary Stewart, seconded by Linda Lowman, the Board unanimously approved the application as submitted.

**The eighth item of business** was approval of the draft meeting calendar for 2020. By affirmation, the Board unanimously approved the draft calendar as submitted.

There being no further business, the meeting was adjourned at 8:15 pm.

Respectfully submitted,

C. David Breakfield, Jr. AICP, MCP  
Planning Director

cc: File, Board of Architectural Review 12/2/19  
Seth Duncan, City Manager